

RUTH ANN BEIDEMAN, CHAIRPERSON
LINDA FORTE
ANTIONETTE JOHNSON
JAMIE MAGEE
CATHY PARKER



SCOTT PHILLIPS
LARRY SAVAGE
FRANCINE SHOCKLEY
FRAN SMITH
HELEN SMITH

Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County

Conference Planning Subcommittee Meeting

August 27, 2018

A meeting of the Conference Planning Subcommittee of the Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County was held on Monday, August 27, 2018, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, Georgetown, Delaware. The following Subcommittee members were present:

**Will Childers
Linda Forte
Liz Jiron
Jamie Magee**

**Larry Savage
Helen Smith
Amber Woodland**

Call to Order

Jamie Magee, Subcommittee Vice Chair, called the meeting to order at 10:00 a.m.

Approval of Agenda

A Motion was made by Helen Smith, seconded by Linda Forte, to approve the Agenda as posted. Motion Adopted by Voice Vote.

Approval of Minutes

A Motion was made by Will Childers, seconded by Jamie Magee, to approve the minutes of July 16, 2018, as distributed. Motion Adopted by Voice Vote.

Introductions

Jamie Magee asked that everyone introduce themselves.

Requesting to speak prior to the start of the Subcommittee's planning meeting, Nancy Feichtl, ITN Southern Delaware, reported on the progress that ITN has made in setting up and operating a transportation cooperative in Sussex County. She stated that transportation is available to anyone over 50 years of age or any adult that is visually impaired. The service is available 24/7, and transportation to all eye doctor



appointments is free. ITN Southern Delaware has been in business for two years and has made over 4,000 trips. Currently operating in the Lewes, Rehoboth Beach, and Ocean View areas, they are looking to expand into the Milford area next. Volunteer drivers can bank their hours for when they need them. Per the State of Delaware, anyone who volunteers for ITN will not have their car insurance raised nor can they be dropped by their insurance company. Ms. Feichtl stated that she had hoped ITN Southern Delaware could be included as part of the May 2019 conference. Jamie Magee advised the agenda for the conference has already been planned; however, ITN could have a presence at the conference as a vendor and/or Ms. Feichtl is welcome to speak at a future meeting of the Advisory Committee on Aging & Adults with Physical Disabilities regarding the services they offer.

Planning for Conference

Jamie Magee reported that she spoke with Linda Rogers regarding the possibility of Justice Randy Holland being the keynote speaker at the conference, and Justice Holland was agreeable if no one else wants to do it. Amber Woodland proposed a current or former judge from the Court of Chancery if Justice Holland does not want to be the keynote speaker, but she does not feel that an attorney from a private law firm should be asked.

Ms. Woodland suggested contacting the Southern Delaware Estate Planning Council, a nonprofit organization, regarding vendors and/or speakers, and recommended that Pat Griffin be considered as the keynote speaker, as she is a Master in the Court of Chancery and is eager, very likable, and personable.

Revised conference schedule:

- 8:00 a.m. - 8:45 a.m. Registration, Coffee, Vendors**
- 8:45 a.m. - 9:00 a.m. Welcome - Ruth Ann Beideman**
- 9:00 a.m. - 9:30 a.m. Keynote Speaker – Discuss the kinds of cases that come before the bench and what happens if someone has not prepared in advance for the future**
- 9:30 a.m. - 11:00 a.m. Panel of Attorneys - Discuss trusts, advance directives, and powers of attorney (Amber Woodland to chair the panel)**
- 11:00 a.m. - 12:00 p.m. Brunch/Vendors**
- 12:00 p.m. - 1:00 p.m. Panel - Discuss tangible personal property – how to give to a favorite charity, provide for grandchildren, take care of pets; planning a funeral**

➤ **Vendors**

Will Childers proposed that registrants be given a card to be stamped by each vendor they visit, with the goal being for attendees to visit as many vendors as possible and in turn they could be eligible to receive a door prize at the end of the conference. This would be an incentive for everyone to visit the vendors and to stay until the end. A specific number could be set, for example 10 out of 20 stamps, in order to qualify for a door prize. Mr. Childers also suggested that the vendor letters contain a box to check off if the vendor will be providing a door prize. The vendor agreement should state that they will stay until 1:00 p.m. or later, as well, in the event of questions at the end of the conference. Mr. Childers stated that when he is a vendor at a conference and someone has a complicated question or needs additional time, he asks that they sign a sheet so he can follow-up later when there is more time to devote to them.

➤ **Questions from the Audience**

The Subcommittee discussed how best to handle questions from the audience, as they can become very time-consuming and sometimes a few people will dominate the floor. It was suggested that Amber Woodland, as moderator for the morning panel, advise that questions will be answered at the end, and vendors will be available to assist individuals as well. It was also recommended that cards be provided for attendees to jot down their questions, and maybe a panel could direct people to the proper source of information.

➤ **Afternoon Panel**

Amber Woodland agreed to take care of finding a financial planner for the afternoon panel, someone who could perhaps also serve as the moderator. Other members could include a funeral director, a charity, and the SPCA or Grass Roots Rescue. The Delaware Community Foundation was mentioned as an umbrella organization that can assist a person with setting up scholarships or giving annually to a charity as well.

There should be four members on the panel. If they each speak for 10 minutes, that would leave 20 minutes for questions.

If pets are not included for discussion in the afternoon, the moderator could state that people who have specific questions about caring for their pets should see the SPCA or Grass Roots Rescue vendors.

A Motion was made by Amber Woodland, seconded by Linda Forte, to approve the conference schedule as follows:

8:00 a.m. - 8:45 a.m. Registration, Coffee, Vendors

8:45 a.m. - 9:00 a.m. Welcome - Ruth Ann Beideman

9:00 a.m. - 9:30 a.m. Keynote Speaker - Justice Holland or Pat Griffin

9:30 a.m. - 11:00 a.m. Panel - Fundamental Estate Planning
(consisting of three to four attorneys - Amber Woodland
serving as moderator)

11:00 a.m. - 12:00 p.m. Brunch/Vendors

12:00 p.m. - 1:00 p.m. Panel - Small, But Important Things
(charitable donations, funeral planning, tangible items,
pets - financial planner serving as moderator)

1:00 p.m. Door Prizes

Motion Adopted by Voice Vote.

➤ **Speakers**

Amber Woodland recommended attorneys Bill Purnell and/or Christophe Emmert for the morning panel. Antionette Johnson will check with her employer, Community Legal Aid, to see if she can serve on the panel, and Delaware Volunteer Legal Services (DVLS) could be asked if they would be willing to participate as well. Liz Jiron mentioned an estate planner for the Veterans Association and/or someone representing the Delaware National Guard. Bill Allen with the Delaware Community Foundation (DCF) is also a possibility.

Ms. Woodland will ask financial planner Nick Shevland, President, Southern Delaware Estate Planning Council, to serve as moderator for the afternoon panel.

Andrew or Scott Parsell of Parsell Funeral Homes & Crematorium were suggested to represent funeral homes.

Ms. Woodland stated that a staff member from her office (Erin) is involved with Grass Roots Rescue, and she will speak with her to see if she would like to take part.

Ms. Woodland also proposed that someone from an auction house be asked to talk about all the items people have that are not going to a specific family member or friend.

➤ **Conference Title**

The Subcommittee briefly discussed titles for the conference. Amber Woodland suggested “Getting Your Ducks in a Row” as a catchy title, using visuals of mallard ducks with a bunch of ducklings swimming along behind them. “Gift of Life Planning” was another suggestion.

➤ **Assignments**

Amber Woodland will (1) speak with the Southern Delaware Estate Planning Council at their next meeting to see who might be interested in coming to the conference and if Nick Shevland would like to serve as moderator for the afternoon panel, (2) contact DCF about a speaker for the afternoon, and (3) talk with Erin in her office about representing Grass Roots Rescue.

Liz Jiron will speak with representatives of the Delaware National Guard and Delaware Commission of Veterans Affairs about serving on the afternoon panel.

Antionette Johnson will contact Community Legal Aid and Delaware Volunteer Legal Services regarding the morning panel.

Jamie Magee will call Linda Rogers concerning the keynote speaker – Justice Holland or Pat Griffin.

Will Childers volunteered to be in charge of the vendors for the conference. Mr. Childers is also continuing to work on getting the names of pastors, addresses, phone numbers, and email addresses for churches in Sussex County, and has a list of senior assisted-living facilities that are Medicaid-approved in Sussex County, if the Subcommittee is interested in contacting them about bringing people to the conference.

Next Meeting

The next meeting of the Conference Planning Subcommittee will be held on Monday, September 17, 2018, at 11:30 a.m. at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, in Georgetown.

Adjourn

A Motion was made by Helen Smith, seconded by Will Childers, to adjourn at 12:10 p.m. Motion Adopted by Voice Vote.

Respectfully submitted,

Helen Smith, Secretary
Advisory Committee on Aging & Adults with
Physical Disabilities for Sussex County